REPORT OF THE AUDIT OF THE TRIMBLE COUNTY FISCAL COURT

For The Fiscal Year Ended June 30, 2002



EDWARD B. HATCHETT, JR. AUDITOR OF PUBLIC ACCOUNTS www.kyauditor.net

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EXECUTIVE SUMMARY

AUDIT EXAMINATION OF THE TRIMBLE COUNTY FISCAL COURT

For The Fiscal Year Ended June 30, 2002

The Auditor of Public Accounts has completed the Trimble County Fiscal Court audit for fiscal year ended June 30, 2002. We have issued an unqualified opinion on the financial statements taken as a whole. Based upon the audit work performed, the financial statements are presented fairly in all material respects.

Financial Condition:

Fund balances decreased by \$426,963 from the beginning of the year, resulting in a cash surplus of \$2,933,289 as of June 30, 2002.

Debt Obligations:

Capital lease principal agreements totaled \$756,700 as of June 30, 2002. Future principal and interest payments of \$914,360 are needed to meet these obligations.

Report Comments:

• The County Should Require Depository Institutions To Pledge Or Provide Sufficient Collateral And Enter Into A Written Agreement To Protect Deposits

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EDWARD B. HATCHETT, JR. AUDITOR OF PUBLIC ACCOUNTS

To the People of Kentucky
Honorable Paul E. Patton, Governor
Gordon C. Duke, Secretary
Finance and Administration Cabinet
Dana Mayton, Secretary, Revenue Cabinet
Honorable Ray Clem, Trimble County Judge/Executive
Members of the Trimble County Fiscal Court

Independent Auditor's Report

We have audited the accompanying statement of assets, liabilities, and fund balances arising from cash transactions of Trimble County, Kentucky, as of June 30, 2002, and the related statement of cash receipts, cash disbursements, and changes in cash balances for the year then ended. These financial statements are the responsibility of the Trimble County Fiscal Court. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, and the Audit Guide for Fiscal Court Audits issued by the Auditor of Public Accounts, Commonwealth of Kentucky. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 1, Trimble County, Kentucky, prepares its financial statements on a prescribed basis of accounting that demonstrates compliance with the modified cash basis and laws of Kentucky, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets, liabilities, and fund balances arising primarily from cash transactions as of June 30, 2002 of Trimble County, Kentucky, and the revenues received and expenditures paid for the year then ended, in conformity with the modified cash basis of accounting.



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In accordance with <u>Government Auditing Standards</u>, we have also issued our report dated June 6, 2003 on our consideration of Trimble County, Kentucky's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grants. That report is an integral part of an audit performed in accordance with <u>Government Auditing Standards</u> and should be read in conjunction with this report in considering the results of our audit.

The accompanying financial information listed as supporting schedules in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements of Trimble County, Kentucky. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

Based on the results of our audit, we present the accompanying comment and recommendation, included herein, which discusses the following report comment:

• The County Should Require Depository Institutions To Pledge Or Provide Sufficient Collateral And Enter Into A Written Agreement To Protect Deposits

Respectfully submitted,

Edward B. Hatchett, Jr. Auditor of Public Accounts

Audit fieldwork completed - June 6, 2003

TRIMBLE COUNTY OFFICIALS

For The Fiscal Year Ended June 30, 2002

Fiscal Court Members:

Ray Clem County Judge/Executive

Norvel Barnes Magistrate
Mike Dunaway Magistrate
Stephen Stark Magistrate
Richard Webster Magistrate

Other Elected Officials:

Perry Arnold County Attorney

Keith Harmon Jailer

Jerry Powell County Clerk

June Ginn Circuit Court Clerk

Denny Long Sheriff

Glen Perkinson Property Valuation Administrator

William Ransdell Coroner

Appointed Personnel:

Dawnice Moll County Treasurer
Leslie Hawkins Finance Officer

STATEMENT OF ASSETS, LIABILITIES, AND EQUITY ARISING FROM CASH TRANSACTIONS

TRIMBLE COUNTY STATEMENT OF ASSETS, LIABILITIES, AND EQUITY ARISING FROM CASH TRANSACTIONS

June 30, 2002

	Governmental Fund Types		
	General		
Assets and Other Resources			
Assets			
Cash and Cash Equivalents	\$	2,941,843	
Total Assets	\$	2,941,843	
Other Resources			
Amounts to Be Provided In Future Years for:			
Capital Leases (Note 4)	\$	756,700	
Total Assets and Other Resources	\$	3,698,543	

TRIMBLE COUNTY STATEMENT OF ASSETS, LIABILITIES, AND EQUITY ARISING FROM CASH TRANSACTIONS June 30, 2002 (Continued)

	General		
Liabilities and Equity			
<u>Liabilities</u>			
Capital Lease (Note 4)	\$	756,700	
Local Economic Development Fund		25	
Payroll Revolving Account		7,396	
Federal Tax Revolving Account		1,133	
Total Liabilities <u>Equity</u>	\$	765,254	
Fund Balances:			
Reserved	\$	23	
Unreserved		2,933,266	
Total Equity	\$	2,933,289	
Total Liabilities and Equity	\$	3,698,543	

STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN CASH BALANCES

TRIMBLE COUNTY STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN CASH BALANCES

For The Fiscal Year Ended June 30, 2002

General Fu	and Type
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		Totals			R	load and		
	(M	emorandum		General		Bridge		
Cash Receipts		Only)		Fund		Fund	Ja	ail Fund
Schedule of Operating Revenue	\$	2,233,499	\$	1,434,395	\$	599,525	\$	30,529
Other Financing Sources:								
Transfers In		253,660				73,100		156,700
Capital Lease-Proceeds		650,000		650,000				
Total Cash Receipts	\$	3,137,159	\$	2,084,395	\$	672,625	\$	187,229
Cook Dishumonments								
Cash Disbursements								
Comparative Schedule of Final Budget								
and Budgeted Expenditures	\$	3,296,658	\$	2,340,686	\$	738,259	\$	187,902
Other Financing Uses:								
Schedule of Unbudgeted Expenditures		604						
Transfers Out		253,660		253,660				
Capital Lease Principal		13,200		13,200				
Total Cash Disbursements	\$	3,564,122	_\$	2,607,546	\$	738,259	\$	187,902
Excess (Deficiency) of Cash Receipts								
Over (Under) Cash Disbursements	\$	(426,963)	\$	(523,151)	\$	(65,634)	\$	(673)
Cash Balance - July 1, 2001		3,360,252		1,080,528		402,903		692
Cash Balance - June 30, 2002	\$	2,933,289	\$	557,377	\$	337,269	\$	19
Cubit Dulatice - Julie 30, 2002	Ψ	2,733,207	Ψ	331,311	Ψ	331,407	Ψ	1)

TRIMBLE COUNTY STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN CASH BALANCES For The Fiscal Year Ended June 30, 2002 (Continued)

	General Fund Type					
Gov Ec	Local Government Economic Assistance Fund		cense Fee Fund		l Abuse ^F und	
\$	4,597	\$	164,453	\$		
	23,860					
\$	28,457	\$	164,453	\$	0	
\$	28,761	\$	1,050	\$	604	
\$	28,761	\$	1,050	\$	604	
\$	(304) 279	\$	163,403 1,875,223	\$	(604) 627	
\$	(25)	\$	2,038,626	\$	23	

TRIMBLE COUNTY NOTES TO FINANCIAL STATEMENTS

June 30, 2002

Note 1. Summary of Significant Accounting Policies

A. Reporting Entity

The financial statements of Trimble County include the funds, agencies, boards, and entities for which the fiscal court is financially accountable. Financial accountability, as defined by Section 2100 of the GASB Codification of Governmental Accounting and Financial Reporting Standards, as amended by GASB 14, was determined on the basis of the government's ability to significantly influence operations, select the governing authority, participate in fiscal management and the scope of public service. Based upon the application of the criteria stated in GASB 14, there are no component units which merit consideration as part of the reporting entity.

Additional - Trimble County Constitutional Elected Officials

- Circuit Court Clerk
- County Attorney
- County Clerk
- County Sheriff
- Property Valuation Administrator

The Kentucky constitution provides for election of the above officials from the geographic area constituting Trimble County. Pursuant to state statute, these officials perform various services for the Commonwealth of Kentucky, its judicial courts, the fiscal court, various cities and special districts within the county, and the board of education. In exercising these responsibilities, however, they are required to comply with state laws. Audits of their financial statements are issued separately and individually and can be obtained from their respective administrative offices.

B. Fund Accounting

Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities. The government uses funds to report on its financial position and the results of its operations. A fund is a separate accounting entity with a self-balancing set of accounts. Trimble County Fiscal Court's fund types, a definition of each, and county funds included within each fund type are listed below.

1) General Fund Type

General Fund Type accounts for all financial resources except those required to be accounted for in another fund type. The Trimble County General Fund Type includes the following county funds: General Fund, Road and Bridge Fund, Jail Fund, Local Government Economic Assistance Fund (LGEA), License Fee Fund, and the Child Abuse Fund.

Note 1. Summary of Significant Accounting Policies (Continued)

C. Basis of Accounting

For all fund types, the county utilizes a modified cash basis of accounting, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. Under this basis of accounting, assets, liabilities, and related revenues and expenditures are recorded when they result from cash transactions, with a few exceptions. This modified cash basis recognizes revenues when received, except for the recording of long-term receivables and deferred revenue. Expenditures are recognized when paid, except for the recording of long-term obligations and amounts to be provided in future years.

D. Legal Compliance - Budget

The Trimble County budget is adopted on a cash basis of accounting and according to the laws of Kentucky as required by the State Local Finance Officer. The County Judge/Executive is required to submit estimated receipts and proposed expenditures to the fiscal court by May 1 of each year. The budget is prepared by fund, function, and activity and is required to be adopted by the fiscal court by July 1.

The fiscal court may change the original budget by transferring appropriations at the activity level; however, the fiscal court may not increase the total budget without approval by the State Local Finance Officer. Expenditures may not exceed budgeted appropriations at the activity level.

E. Cash and Investments

Cash includes amounts in bank accounts, and investments are stated at cost. Investments may include certificates of deposit on the financial statements; however, for the purpose of disclosing credit risk (Note 3), investments exclude certificates of deposit.

KRS 66.480 authorizes the county to invest in the following, including but not limited to, obligations of the United States and of its agencies and instrumentalities, obligations and contracts for future delivery or purchase of obligations backed by the full faith and credit of the United States, obligations of any corporation of the United States government, bonds or certificates of indebtedness of this state, and certificates of deposit issued by or other interest-bearing accounts of any bank or savings and loan institution which are insured by the Federal Deposit Insurance Corporation (FDIC) or which are collateralized, to the extent uninsured, by any obligation permitted by KRS 41.240(4).

Note 2. Employee Retirement System

The county has elected to participate in the County Employees Retirement System (CERS), pursuant to KRS 78.530 administered by the Board of Trustees of the Kentucky Retirement Systems. This is a multiple-employer public retirement system which covers all eligible full-time employees. Benefit contributions and provisions are established by statute. Nonhazardous covered employees are required to contribute 5 percent of their salary to the plan. The county's contribution rate for nonhazardous employees was 6.41 percent. Hazardous covered employees are required to contribute 8 percent of their salary to the plan. The county's contribution rate for hazardous employees was 16.28 percent.

Benefits fully vest on reaching five years of service for nonhazardous employees. Aspects of benefits for nonhazardous employees include retirement after 27 years of service or age 65. Aspects of benefits for hazardous employees include retirement after 20 years of service or age 55.

Historical trend information showing the CERS' progress in accumulating sufficient assets to pay benefits when due is presented in the Kentucky Retirement Systems' annual financial report.

Note 3. Deposits

The county maintained deposits of public funds with depository institutions insured by the Federal Deposit Insurance Corporation (FDIC). According to KRS 66.480(1)(d) and KRS 41.240(4), the depository institution should pledge or provide sufficient collateral which, together with FDIC insurance, equals or exceeds the amount of public funds on deposit at all times. In order to be valid against the FDIC in the event of failure or insolvency of the depository institution, this pledge or provision of collateral should be evidenced by an agreement between the county and the depository institution, signed by both parties, that is (a) in writing, (b) approved by the board of directors of the depository institution or its loan committee, which approval must be reflected in the minutes of the board or committee, and (c) an official record of the depository institution. The county entered into a written agreement with the depository institution and met requirements (a), (b), and (c) stated above. As of August 31, 2001, the collateral and FDIC insurance together did not equal or exceed the amount on deposit, leaving \$185,509 of public funds uninsured and unsecured. In addition, the county did not have a written agreement with the depository institution securing the county's interest in the collateral.

The county's deposits are categorized below to give an indication of the level of risk assumed by the county as of August 31, 2001.

	Ba	nk Balance
Collateralized with securities held by the county's agent in the county's name	\$	2,041,030
FDIC Insured		200,000
Uncollateralized and uninsured		185,509
Total	\$	2,426,539

Note 4. Capital Leases

A. Bedford Fire Truck

On December 31, 1998, the fiscal court entered into a lease agreement with the Kentucky Area Development Districts Financing Trust to borrow \$148,000 at 4.96 percent for the purchase of a fire truck for the Bedford Fire Department. The county is making semi-annual payments of varying amounts over a 10 year period in accordance with the contract. Principal lease payment requirements and scheduled interest for the remaining term of the contract are as follows:

Fiscal Year Ended	 Scheduled Interest	Scheduled Principal	
June 30, 2003 June 30, 2004 June 30, 2005 June 30, 2006 June 30, 2007 2008-2009	\$ 5,121 4,424 3,690 2,924 2,120 1,657	\$	13,900 14,600 15,300 16,000 16,800 30,100
Totals	\$ 19,936	\$	106,700

B. Courthouse Renovation

On May 22, 2002, the fiscal court entered into a lease agreement the Kentucky Association of Counties Leasing Trust to borrow \$650,000 at a variable interest rate for the renovation of the Trimble County Courthouse. The county will make monthly payments of varying amounts for 10 years in accordance with the contract. Principal lease payment requirements and scheduled interest for the remaining term of the contract are as follows:

Fiscal	5	Scheduled	Scheduled	
Year Ended		Interest	I	Principal
June 30, 2003	\$	26,540	\$	55,924
June 30, 2004		22,321		57,769
June 30, 2005		20,016		59,675
June 30, 2006		17,634		61,643
June 30, 2007		15,175		63,677
2008-2012		36,038		351,312
		_		
Totals	\$	137,724	\$	650,000

Total Capital Lease Principal \$756,700.

Note 5. Insurance

For the fiscal year ended June 30, 2002, Trimble County was a member of the Kentucky Association of Counties' All Lines Fund (KALF). KALF is a self-insurance fund and was organized to obtain lower cost coverage for general liability, property damage, public officials' errors and omissions, public liability, and other damages. The basic nature of a self-insurance program is that of a collectively shared risk by its members. If losses incurred for covered claims exceed the resources contributed by the members, the members are responsible for payment of the excess losses.

COMPARATIVE SCHEDULE OF BUDGETED TO ACTUAL OPERATING REVENUE

TRIMBLE COUNTY COMPARATIVE SCHEDULE OF BUDGETED TO ACTUAL OPERATING REVENUE

For The Fiscal Year Ended June 30, 2002

Budgeted Funds	(Budgeted Operating Revenue	Actual Deprating Revenue	 Over (Under) Budget
General Fund Type				
General Fund Road and Bridge Fund Jail Fund Local Government Economic Assistance Fund License Fee Fund	\$	1,952,785 608,111 231,116 40,260 175,100	\$ 1,434,395 599,525 30,529 4,597 164,453	\$ (518,390) (8,586) (200,587) (35,663) (10,647)
Totals	\$	3,007,372	\$ 2,233,499	\$ (773,873)
Reconciliation				
Total Budgeted Operating Revenue Above Add: Budgeted Prior Year Surplus Less: Other Financing Uses				\$ 3,007,372 849,901 (13,200)
Total Operating Budget Per Comparative Schedule Of Final Budget and Budgeted Expenditures				\$ 3,844,073





TRIMBLE COUNTY SCHEDULE OF OPERATING REVENUE

For The Fiscal Year Ended June 30, 2002

GOVERNMENTAL FUND TYPES

Revenue Categories	General und Type
Taxes	\$ 297,445
Excess Fees	6,165
Licenses and Permits	975,873
Intergovernmental Revenues	662,852
Charges for Services	1,804
Miscellaneous Revenues	142,396
Interest Earned	 146,964
Total Operating Revenue	\$ 2,233,499



COMPARATIVE SCHEDULE OF FINAL BUDGET AND BUDGETED EXPENDITURES

TRIMBLE COUNTY COMPARATIVE SCHEDULE OF FINAL BUDGET AND BUDGETED EXPENDITURES

For The Fiscal Year Ended June 30, 2002

GENERAL FUND TYPE

	GENERALE TOTAL TITE				
Expenditure Categories		Final Budget		Budgeted spenditures	 Under (Over) Budget
General Government	\$	381,293	\$	369,750	\$ 11,543
Protection to Persons and Property		635,985		586,062	49,923
General Health and Sanitation		142,835		91,644	51,191
Social Services		7,600		6,902	698
Recreation and Culture		339,168		331,021	8,147
Roads		835,743		742,202	93,541
Debt Service		5,786		5,786	
Capital Projects		785,226		785,226	
Administration		710,437		378,065	332,372
Total Operating Budget - General Fund Type	\$	3,844,073	\$	3,296,658	\$ 547,415
Other Financing Uses: Capital Lease Agreement-					
Principal on Lease		13,200		13,200	
TOTAL BUDGET - GENERAL					
FUND TYPE	\$	3,857,273	\$	3,309,858	\$ 547,415





TRIMBLE COUNTY SCHEDULE OF UNBUDGETED EXPENDITURES

For The Fiscal Year Ended June 30, 2002

	Child	Abuse
Expenditure Items	F	und
Educational Materials and Supplies	\$	604



REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS



EDWARD B. HATCHETT, JR. AUDITOR OF PUBLIC ACCOUNTS

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Report On Compliance And On Internal Control Over Financial Reporting Based On An Audit Of Financial Statements Performed In Accordance With Government Auditing Standards

We have audited the financial statements of Trimble County, Kentucky, as of and for the year ended June 30, 2002, and have issued our report thereon dated June 6, 2003. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in <u>Government Auditing Standards</u> issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether Trimble County's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance that are required to be reported under <u>Government Auditing Standards</u> and which are described in the accompanying comment and recommendation.

• The County Should Require Depository Institutions To Pledge Or Provide Sufficient Collateral And Enter Into A Written Agreement To Protect Deposits



Report On Compliance And On Internal Control Over Financial Reporting Based On An Audit Of Financial Statements Performed In Accordance With Government Auditing Standards (Continued)

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Trimble County's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended solely for the information and use of management is not intended to be, and should not be, used by anyone other than the specified party.

Respectfully submitted,

Edward B. Hatchett, Jr. Auditor of Public Accounts

Audit fieldwork completed - June 6, 2003



TRIMBLE COUNTY COMMENT AND RECOMMENDATION

For The Fiscal Year Ended June 30, 2002

NONCOMPLIANCES

The County Should Require Depository Institutions To Pledge Or Provide Sufficient Collateral And Enter Into A Written Agreement To Protect Deposits

On August 31, 2001 \$185,509 of the county's deposits of public funds held at Farmer's Bank of Milton were uninsured and unsecured. According to KRS 66.480(1)(d) and KRS 41.240(4), financial institutions maintaining deposits of public funds are required to pledge securities or provide surety bonds as collateral to secure these deposits if the amounts on deposit exceed the \$100,000 amount of insurance coverage provided by the Federal Deposit Insurance Corporation (FDIC). The county should require the depository institution to pledge or provide collateral in an amount sufficient to secure deposits of public funds at all times. We also recommend the county enter into a written agreement with the depository institution to secure the county's interest in the collateral pledged or provided by the depository institution. According to federal law, 12 U.S.C.A. § 1823(e), this agreement, in order to be recognized as valid by the FDIC, should be (a) in writing, (b) approved by the board of directors of the depository institution or its loan committee, which approval must be reflected in the minutes of the board or committee, and (c) an official record of the depository institution.

County Judge/Executive Ray Clem's Response:

None.

PRIOR YEAR FINDINGS

The County Should Require Depository Institutions To Pledge Or Provide Sufficient Collateral And Enter Into A Written Agreement To Protect Deposits

This was not corrected and is repeated in this audit report.

CERTIFICATION OF COMPLIANCE - LOCAL GOVERNMENT ECONOMIC ASSISTANCE PROGRAM

TRIMBLE COUNTY FISCAL COURT

For The Fiscal Year Ended June 30, 2002

CERTIFICATION OF COMPLIANCE

LOCAL GOVERNMENT ECONOMIC ASSISTANCE AND DEVELOPMENT PROGRAMS TRIMBLE COUNTY FISCAL COURT

For The Fiscal Year Ended June 30, 2002

The Trimble County Fiscal Court hereby certifies that assistance received from the Local Government Economic Development Program and Local Government Economic Assistance Program was expended for the purpose intended as dictated by the applicable Kentucky Revised Statutes.

Name

FormerCounty Judge Executive

Name

County Treasurer